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ABSTRACT

The student workbook and teacher manual for an adult English-as-a-Second-Language (ESL) literacy course are presented. It assumes that students have some native language literacy skills but may have had little or no prior schooling. The student book has 10 units, topically organized: alphabet; numbers; time; the calendar; money; school; the family; food; health; and work. Each unit includes exercises for writing and communicating information, and integrates daily living skills such as filling out forms, reading and writing checks, responding to telephone inquiries and taking messages, and calling for assistance and describing emergencies. All language skill areas (listening, speaking, reading, and writing) are targeted through key exercise types: natural conversation; listening and responding with physical action; interviewing classmates; telling/listening to stories; phonics; and connecting spoken and written language. The teacher's resource book contains detailed notes for the teacher, with procedures for each lesson. Separate instructions for key exercise types are included. The teacher notes also list competency objectives and new vocabulary for each unit. Reproducible word and picture flashcards are appended. (MSE) (Adjunct ERIC Clearinghouse on Literacy Education)

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